

2001-2002 Annual Pro Bono Report and Plan District IV

**Promoting Equal Access to Justice
through
Expanding and Extending Pro Bono Opportunities**



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Governance:

Judge George J. Heid will chair the Committee. Members of the Committee will serve two-year terms. The Committee Chair shall appoint the committee members and determine their succession.

Plan Administrator:

The plan administrator is the district chairman, Judge Heid. He will coordinate the committee and provide oversight for the committee's activities. This position is not funded.

Prior year progress:

Last year's plan and budget were completely revised due to funding constraints. The revised plan summarized below is now being implemented. (*See Appendix 1, Revised Budget*)

Recruiting attorneys and educating them regarding some of the special needs of low-income people was considered a priority, especially considering the low number of attorneys participating in the current pro bono program. To assist the Committee in its recruiting efforts, to discover what kinds of experience the attorneys in the district have and to help educate attorneys regarding their responsibility to perform pro bono service, the committee is conducting a survey of the attorneys in the district.

A series of low-cost to free Continuing Legal Education (CLE) programs are being planned. The CLEs will be held as locally as possible. Four to Five programs will be held this fall in District IV. Each program will be three credit hours and will include a combination of live and taped presentations. These will include such topics as representing Hispanic clients, landlord tenant law, and Medicaid pre-planning. One part will also be on ethics, focusing on pro bono responsibility. Attorneys will be provided information about the Volunteer Lawyer's Panel and asked to join the pro bono panel. Judges in each county are being asked to clear their docket for the CLE program in their county to encourage attendance.

Educating clients and serving the Hispanic population was also a priority in the initial plan. To that end, the Committee will publish a number of informational pamphlets on a variety of legal topics in Spanish. Most of the pamphlets will be adapted from pamphlets already available in Spanish from ILS, the former LSPNI and other existing resources. The committee members will be responsible for distributing these to attorneys, courthouse staff, social service agencies, churches, and other sites where the committee has determined that the pamphlets will be readily accessible to the Hispanic population.

Existing Services, Programs and Funding Sources (See Appendix 2)

The Legal Aid Corporation of Tippecanoe County is a local Legal Aid program. It is partly funded by the Tippecanoe County Bar Association, Tippecanoe County, United Way, Community Development Block Grant funds, revenue from court appointments, and their own fundraising efforts. They represent low-income residents of Tippecanoe County in such matters as divorces, custody/visitation issues, CHINS, Private Landlord-Tenant (eviction defense) and limited consumer matters.

Indiana Legal Services Inc. (ILS) is the new LSC funded program providing legal assistance to low-income and elderly clients in all of Indiana, including District IV. Under a longstanding “Memorandum of Cooperation” Legal Aid and Legal Services do not duplicate the services one another provide in Tippecanoe County.

Indiana Legal Services assumed operation of the Lafayette office of the Legal Services Program of Northern Indiana, Inc. (LSPNI), effective May 1, 2001. ILS will continue to be involved in promoting pro bono representation. It will continue working with the “Community Volunteer Lawyers Panel”, the group of pro bono attorneys recruited by LSPNI in its 14 county service area including all of District IV. In Tippecanoe County, the panel will continue to be jointly operated with the Legal Aid Corporation of Tippecanoe County.

ILS has policies and procedures for screening and referring cases to pro bono attorneys, following up on those cases, recording the hours the attorneys spend on each case, assessing client satisfaction, including a client grievance procedure. It will work with the Committee to provide educational opportunities for pro bono attorneys and with community recognition of the pro bono attorneys. ILS will also continue to provide certain supportive services including malpractice insurance and a litigation fund for extra ordinary expenses for cases it refers to pro bono attorneys.

Montgomery County Legal Aid is sponsored by the Montgomery County Bar Association. Presently there are 27 attorneys on the Legal Aid panel. Each attorney handles a week at a time on a rotational basis and meets with clients in the attorney’s individual office. It has basic income guidelines and a list of excluded cases

Other resources:

Community Foundations - The committee has decided that developing additional resources for Hispanics in the district is a high priority. Attorneys often need assistance communicating with their Hispanic clients and understanding their legal needs. To assist and encourage attorneys to represent Hispanic clients, the committee will work on developing resources to hire a Spanish speaking paralegal/coordinator. Indiana Legal Services will be approached to see if it could provide some funding, including office space and administration and/or if this position could become a part of the ILS Hispanic Law Project. The committee will also approach the Greater Lafayette Community Foundation, the SIA Foundation, the Clinton County Community Foundation and the Carroll County Community Foundation for funding.

Lafayette Urban Ministry - Provides emergency assistance, a homeless shelter, and advocacy services to low-income people in Tippecanoe County. It has consistently been a source of referrals for low-income people needing legal assistance.

Lafayette Diocese – The diocese covers most of the counties in District IV. Thirteen of the Diocese’s churches regularly conduct services in Spanish. The Diocese will be approached for assistance in distributing pamphlets to its Spanish-speaking parishioners

Family Services – A multi service provider that provides advocacy and support services to low-income families. It provides counseling, operates the Consumer Credit Counseling Service and administers the Adult Protective Services program in most of district four.

Area IV Council on Aging – A multi service provider, Area IV provides counseling services, services for the disabled and advocacy services for the elderly. It is also the CAP agency providing services to people of all ages for most of the district.

YWCA – Operates a Women In Crisis program including a women’s shelter that provides counseling and advocacy services for abused women for many of the counties in district four.

Purdue Legal Aid – A small program for Purdue students only. The Purdue Student Government contracts with a local law firm to provide students with basic consultations.

Community and Family Resource Center – Hispanic Outreach Program, provides translation services, housing advocacy, referrals for legal problems, especially with I.D. and immigration issues.

Current Delivery System

Presently, Indiana Legal Services (ILS) is the primary point of entry for most clients in District IV to access pro bono attorneys. Clients needing assistance contact ILS and place an application over the phone or in person. Applications are reviewed at least weekly by ILS attorneys and staff for eligibility and possible representation by an ILS attorney, a pro bono attorney or for basic advice without representation.

If a client meets ILS guidelines and a pro bono attorney is available who handles that type of case, the attorney is contacted regarding availability and conflicts. If the attorney is available, the case is referred to the attorney and monitored periodically until the attorney indicates the case is closed. At that time the attorney is asked to provide a summary including the outcome of the case and the hours spent on the case. ILS maintains a fund for extraordinary litigation expenses for the cases it refers to the volunteer attorneys. The attorney must make requests for monies from this fund in advance of the expenditure. Ordinary out of pocket expenses are not reimbursed. ILS also carries mal-practice insurance for each case referred to a pro bono attorney. An ILS paralegal/volunteer coordinator is responsible for the actual referral and follow-up of pro bono cases. Depending on the case, ILS offers sample forms such as *informa pauperis* pleadings and orders to encourage the attorneys to handle pro bono cases.

Low-income clients in Tippecanoe County are also able to access pro bono representation through the Legal Aid Corporation of Tippecanoe County (LACT). Client needing assistance apply in person at LACT. LACT determines eligibility and decides if they should represent a client directly, seek a pro bono attorney, refer with advice, or in case of a conflict refer them to Indiana Legal Services for possible pro bono representation.

In Montgomery County, clients can access the Montgomery County Legal Aid with a referral from the County Clerk's office or with a referral from Indiana Legal Services. The attorneys do their own screening and eligibility determination.

D. PROBLEM STATEMENTS/RECOMMENDATIONS

Summary

1. Inability or limited ability to speak English.
2. Insufficient number of attorneys involved in an organized pro bono plan.
3. Lack of knowledge about legal rights, responsibilities and availability of legal assistance.
4. Inability to afford representation.
5. Lack of knowledge and confidence for pro se litigants.

Problem/Barrier # 1

Inability or limited ability to speak English inhibits and/or prevents many low-income people from being able to effectively access the justice system. Limited number of Spanish speaking attorneys.

Supporting Data:

-US Census Data for District 4 (see Appendix 3)

Activities to Meet the Need:

The district committee is seeking funding from the Pro Bono Commission for a halftime Spanish speaking paralegal and will approach various foundations and ILS for funding to make this a full time position. ILS has already indicated an interest in providing funding for District 4 to hire a Spanish speaking staff member, possibly utilizing funds earmarked for pro bono activities. This individual will perform out reach and educational activities including: contacting and networking with other organizations presently serving the Hispanic community, informing them of the availability of legal assistance, working with them and the committee members to organize informational meetings on various legal topics of interest to the Hispanic community. The paralegal would also translate pamphlets and handouts and distribute educational pamphlets that have been translated into Spanish, perform intake for Hispanic clients, and assist pro bono attorneys in their representation of Spanish speaking clients. This individual would work out of the Indiana Legal Services' Lafayette office and be supervised by a staff attorney.

Expected Results / Benchmarks:

The results of this should lead to an increase in the number of Hispanic clients seeking and receiving assistance. In the past five years, an average of 20 individuals in the District has sought legal assistance each year through Legal Services and that number has remained about the same each year. Assuming that the number of Hispanic clients will increase in proportion to their increase within the district, a conservative estimate would indicate an increase of more than three times the number of clients that have applied in the past. Assuming the number of Hispanic clients that sought legal assistance in the previous years has been low due to the

language barrier, it is anticipated that a Spanish speaking staff member should be able to at least triple the services to the Hispanic population in the district.

Costs:

Salary, benefits, supplies, travel expenses, and office and administrative costs.

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Problem/Barrier #2

Insufficient number of attorneys involved in an organized pro bono plan to meet the need.

Supporting Data:

- Legal Needs Study of the Poor in Indiana, 1992
- The Legal Needs of Low-Income Hoosiers, 1999

Activities to Meet the Need:

A. Current recruiting and recognition efforts should continue through Indiana Legal Services. The Bench and Bar Association in each county should take an active roll encouraging attorney participation. Each attorney committee member is encouraged to participate in one or more of the pro bono efforts in the District and are asked to recruit at least one other attorney.

One of the growing trends in the field of Volunteerism is project based volunteering. Today's volunteers want a volunteer opportunity where they know the extent of their involvement. To supplement more traditional recruiting methods and to take advantage of this trend, the committee will develop a specific list of needs and recruit a different attorney to handle each item on that list. (eg. Need: One attorney in xyz county to handle two divorces in 2001 where custody will be an issue. Need: One attorney in xyz county to handle three uncontested divorces in 2001, etc.)

B. Provide intake, screening, and referral of prospective clients: In Tippecanoe County, this activity would be performed jointly by Legal Services and Legal Aid. In the balance of District 4, this would continue to be performed by Legal Services.

C. Matching cases with individual attorney expertise: Legal Services will be primarily responsible for maintaining a list of pro bono attorneys in District 4, the types of cases they are willing to handle and matching clients with the attorneys. In Tippecanoe County, the Tippecanoe County Legal Aid will also match cases with attorneys.

D. Provide resources for litigation and out-of-pocket expenses by helping to fund the extraordinary litigation expense fund maintained by Legal Services.

E. Educational Opportunities: To keep pro bono attorneys informed of some of the special problems facing low-income clients, to provide a form of recognition for pro bono attorneys and as a method of recruitment, the committee will provide a continuing legal education program. It will sponsor and fund a district wide CLE for pro bono panel members and those who join at a significantly reduced rate (or possibly free).

F. Malpractice Insurance: Will continue to be provided by Legal Services on each case referred through its office to a volunteer attorney

G. Recognition of Pro Bono Service: The committee will develop ways of providing recognition for pro bono service.

Expected Results / Benchmarks:

Recruiting 20 new attorneys willing to handle case types where there is a high demand, such as divorces.

6.

Costs:

Staff time, postage, supplies, speaker, space for the CLE. The committee will work to keep this as low as possible by seeking free or low-cost space in which to hold the programs, by obtaining speakers through Legal Services and other low to no cost speakers and handouts (Indiana State Bar materials, etc.).

Problem/Barrier #3

Lack of knowledge about legal rights, responsibilities and availability of legal assistance to persons of limited means. Inability to recognize when the services of a lawyer are needed.

Supporting Data:

- Legal Needs Study of the Poor in Indiana, 1992
- The Legal Needs of Low-Income Hoosiers, October 1999

Activities to address the Problem:

A. Educational Presentations

At least one informational meeting will be held per year in every county in District 4. The committee member in each county will be responsible for locating an appropriate forum and will work with other social service providers in regards to scheduling and location. The committee member shall work to make the presentation a part of a larger function that will be well publicized and better attended. The committee member in each county will coordinate the publicity for the meeting which can include, but is not limited to: contacting social service providers, neighborhood organizations, placing public service announcements, press releases, and notices in the courthouse and informing the private bar. Legal Services will cooperate with the committee and provide necessary support for the committee.

The committee shall decide the topic and be responsible for recruiting a speaker or speakers, preferably, a pro bono attorney. Information shall be given not only concerning individual rights, but also responsibilities, how to avoid common problems, and if appropriate, how to represent oneself in these matters. There will be a question and answer session at the end of each presentation.

A handout shall be available and offered to those attending summarizing the presentation and shall be made available to any other interested persons upon request. In most instances, it should be possible to utilize materials that have already been prepared by other providers such as the Indiana Bar Association, Legal Services, etc. Alternatively, the committee members or the speaker could prepare the hand out materials.

Every informational meeting will also present information about the legal resources available to persons of limited means in that county.

7.

B. Educational Pamphlets:

Educating clients and serving the Hispanic population was also a priority in last year's plan. To that end, the Committee will publish a number of informational pamphlets on a variety of legal topics in Spanish. Most of the pamphlets will be adapted from pamphlets already available in Spanish from ILS, the former LSPNI and other existing resources. The committee members will be responsible for distributing these to attorneys, courthouse staff, social service agencies, churches, and other sites where the committee has determined that the pamphlets will be readily accessible to the Hispanic population.

Expected Results / Benchmarks:

Pamphlets: The committee expects to distribute over 10,000 pamphlets to low-income and Hispanic clients informing them of their rights.

Informational Meetings: It is anticipated that 250 to 300 people will be able to learn about their rights and how to better assert their rights through such meetings.

Costs:

Printing, distribution, speaker, publicity, staff time, coordination,
The committee will work with other social service agencies to "piggy back" these educational opportunities on to other events to maximize the ability to reach people at the lowest possible cost.

Problem/Barrier #4

Inability to afford representation.

Supporting Data:

- Legal Needs Study of the Poor in Indiana, 1992
- The Legal Needs of Low-Income Hoosiers, October 1999

Activities to Meet the Need:

A. Interviewing and Eligibility Determination:

The Legal Aid Corporation of Tippecanoe County and Legal Services will be jointly

responsible for interviewing and determining the eligibility of prospective clients in Tippecanoe County. Legal Services will be responsible for interviewing prospective clients and determining eligibility for clients in all of District 4.

The Montgomery County Legal Aid attorneys will continue to do their own interviewing and eligibility determinations.

B. Case Referral:

People of limited means will be represented by case referral to pro bono attorneys. In Tippecanoe County, this would be performed jointly by Legal Services and Legal Aid. In the balance of District 4, this would continue to be performed by Legal Services.

8.

In Montgomery County, persons of limited means will receive representation through direct contact with a lawyer. The Montgomery County Legal Aid attorney will determine financial eligibility using guidelines determined by the Montgomery County Bar Association.

Attorneys in all counties will be encouraged to refer possible pro bono cases to Legal Services for eligibility determination and possible referral. The attorneys are also encouraged to contact Legal Services directly if they have a client they would like to represent pro bono, and want the advantages (such as malpractice insurance) of having that client go through the Volunteer Community Lawyer Panel.

C. Encourage Informa Pauperis Filings

Provide pro bono attorneys with sample forms upon referral of any client when the referring agency deems it might be appropriate and/or upon request by the attorney.

Expected Results / Benchmarks:

It is anticipated that 50 to 75 clients in District IV could be represented through referral to the private bar by Legal Aid and Legal Services.

Costs:

It is anticipated that this could be achieved using the resources Legal Services has already committed to pro bono with the addition of the part-time Spanish speaking paralegal. (See Problem 1 for cost estimates)

Problem/Barrier # 5

Lack of knowledge and confidence for pro se litigants to effectively represent themselves.

Supporting Data:

Report on the National Conference on Pro Se Litigation, November 1999

Activities to Meet the Need:

- A. The commitment of the Bench is essential in any matter being handled pro se. The committee shall seek and encourage the cooperation and support of the courts in each county to make pro se representation work.
- B. The committee shall coordinate efforts with the local “Pro-se Advisory Committee” and the state committee to enable effective pro-se representation. Committee member, Ken Weller and ILS Lafayette staff attorney, Ann Ginda are both members of this Advisory Committee and Ms. Ginda is also a member of the state pro-se committee.

9.

- C. The committee shall work with Legal Services to make pro se materials available to low income litigants in simple uncontested divorces. Legal Services will determine eligibility and screen for criteria set by the committee. The committee will work to recruit one or two attorneys in each county who will meet with pro se litigants twice a year each to review pro se forms, explain what will happen in court and answer any questions about the process or the forms.

Expected Results / Benchmarks:

It is expected that at least 30 to 40 additional clients could be served through a supported pro se program the first year.

Costs:

Screening, referring, coordinating, printing and mailing pro se packets.

Budget for 2002

Spanish Speaking Paralegal, funding for half of position (salary, benefits, office and supplies, administration)	\$25,000
Travel	\$2,000
PBI (recruiting, recognition, CLE)	\$4,200
Litigation Fund contribution	\$1,000
Client Educational Programs	\$2,200
Pamphlets (printing and distribution)	\$3,200
Pro Se Packets (printing, screening, distribution and coordination)	\$1,800
Total	\$39,400

Revised Budget 2001

1. Continuing Legal Education

(purpose: get more attorneys to participate in a pro bono panel, by having a “what you need to know about representing low-income clients” CLE series)

Estimated costs: \$6,000 total?

- copying materials
- taping some presentations in advance
- taping live / impromptu presentations for future use
- postage (could be substantial, depending on how wide we want to cast our net!)
- advertising / brochures -see other CLE mailings for examples
- facilities rental (in case we cannot get courtrooms or free space of suitable size)
- presenters: may need to hire presenters, or honorarium, or at least mileage
- refreshments (coffee and donuts, at most)
- misc.

2. Spanish Language Brochures

Most of these would be copied from pamphlets available through ILS.

Estimated costs: \$3,000

- copy costs – there are over a dozen brochures
- postage
- other distribution costs?

3. Survey of District Attorneys

(purpose: see what will motivate them to do pro-bono and the types of cases they would be willing to handle)

Estimated costs: \$2,000

- postage of mailing survey
- copying survey materials
- return envelope with pre-paid postage
- staff time

4. Contingency / Carry-Over to 2002

(purpose to have some cash available for unplanned projects; and to save up for future projects)

estimated costs: \$762

EXISTING SERVICE/PROGRAM

Indiana Legal Services, Inc., Lafayette Office

Mailing Address 639 Columbia Street, P.O. Box 1455
Lafayette, IN 47902-1455

Phone: (765) 423-5327 (800) 382-7581 (toll free)

Contact Person: Edward W. Stachowicz, Managing Attorney

Sponsoring Agency: Indiana Legal Services, Inc.

Agency Director: Norman Metzger, Executive Director Phone: (317) 631-9410

Service/Program Information

Target Population: Low-income (under 125% OMB poverty) and elderly (age 60 and over) people in a 14 county area including all of District 4_

Eligibility Requirements: Income and resources (except older adults), residency and case type.

***Estimate # of persons Served or Impacted:** Approximately 2000 individuals apply for assistance each year.

Service Area: 14 Counties including all of District 4

Type of Service/Program: LSC funded private non-profit law office

***Estimate of Expense per Year:** \$35,000 for operation of the Volunteer Community Lawyers Panel at its current level.

Funding Source(s): Legal Services Corporation, Indiana Civil Legal Aid Fund, Area IV and Area V Agencies on Aging

Service /Program Description: ILS is an LSC funded program. It is a private non-profit organization that provides free legal assistance to eligible low-income and elderly people through out Indiana. The Lafayette office serves 14 counties in North Central Indiana including all of District Four. ILS handles only civil cases. It has income guidelines base on the federal poverty guidelines and case type guidelines concerning the types of cases the program can handle. Federal law and regulation also prohibit certain types of cases and activities. As per a long-standing memorandum of cooperation, ILS does not duplicate services in Tippecanoe County that are provided by the Legal Aid Corporation of Tippecanoe County.

How does this organization participate in the coordination of services and what role do they play in the development of the plan?

Since 1991, Legal Services Program of Northern Indiana, Inc. (LSPNI), the predecessor of ILS first became involved in promoting pro bono representation. It organized a panel of pro bono attorneys, the

“Community Volunteer Lawyers Panel”. It recruited attorneys in every county in its service area, developed policies and procedures for screening and referring cases to pro bono attorneys, following up on those cases, recording the hours the attorneys spend on each case,

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assessing client satisfaction, including a client grievance procedure. It also provided for community recognition of the pro bono attorneys and provides certain supportive services including a litigation fund for extra ordinary expenses and malpractice insurance.

ILS is now involved in helping to develop the current plan for District IV and will continue providing the support and services previously provided by LSPNI. The managing attorney and the pro bono coordinator from ILS are active participants on the District IV committee.

Indiana Legal Services
And the
Volunteer Community Lawyers Panel

Indiana Legal Services provides high quality free legal representation to low-income and elderly individuals through out all of Indiana. The Lafayette office serves fourteen counties, including all the counties in Judicial District 4. Indiana Legal Services assists people who have no other means of obtaining a private attorney with legal problems in areas such as housing, income protection, consumer, health and family law. Case type priorities are established from a survey sent to clients, judges, lawyers and social service agencies every three years. The Program provides advice and counsel to clients and advocacy before administrative bodies and representation in various state and federal courts. A toll free telephone line provides ready access to the Lafayette office for clients who live outside Tippecanoe County.

Indiana Legal Services sponsors a pro-bono program, the “Volunteer Community Lawyers’ Panel” (VCLP) with members in each of the District 4 counties. Panel members agree to handle up to three (3) cases a year on a pro bono basis on referral from Legal Services. Indiana Legal Services provides screening for income and resource eligibility, type of case (as indicated by each panel member) and basic merit. Attorneys are periodically sent a “Status Report” form to update the Program on the progress of each referred case until the case is closed. Clients are sent a “Client Satisfaction Survey” form when a case is closed and there is an internal grievance procedure to resolve any disputes.

ILS will continue to work with the Committee to provide educational opportunities for pro bono attorneys and with community recognition of the pro bono attorneys. ILS will also continue to provide certain supportive services including malpractice insurance and a litigation fund for extra ordinary expenses for each case it refers to pro bono attorneys.

EXISTING SERVICE/PROGRAM

Service/Program Name: Legal Aid Corporation of Tippecanoe County

Mailing Address: 215 N. 5th Street
Lafayette, IN 47901

Phone: (765) 742-1068

Fax: (765) 742-1069

Sponsoring Agency: Tippecanoe County Bar Association

Agency Director: Kenneth Weller

Service/Program Information

Target Population: Low income residents of Tippecanoe County only.

Eligibility Requirements: Income and case type (see service/program description below).

***Estimate # of persons Served or Impacted:** 654 applications, 168 cases opened for full representation

Service Area: Tippecanoe County

Type of Service/Program: Local Legal Aid program.

***Estimate of Expense per Year:** \$141,108

Funding Source(s): Tippecanoe County Bar Association, United Way, Community Development Block Grant, Community Foundation, Indiana Civil Legal Aid Fund, and Fund raising events (Gus Macker tournament).

Service /Program Description: Services are available only to residents of Tippecanoe County and clients must apply in person at Legal Aid's office. Legal Aid provides representation in Domestic Matters, Private Landlord-Tenant (primarily eviction defense), Chins and consumer matters (limited). Legal Aid does not handle Fee Generating cases, Bankruptcies, Tort defense, Collection, Actions for damages or return of monies, and criminal matters. Income guidelines are approximately 125% OMB

Poverty

Participation in Pro Bono Activities and role in plan development:

Legal Aid and Legal Services both share the Volunteer Community Lawyer's Panel in Tippecanoe County, both make referrals of clients to the various panel members and keep one another informed of which attorneys are handling cases. The executive director actively participates as a member of the District IV committee, and is also a member of the local pro-se advisory committee.

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EXISTING SERVICE/PROGRAM

Service/Program Name: Montgomery County Legal Aid

Mailing Address: Montgomery County Clerk of the Court
Montgomery County Courthouse
100 East Main Street
Crawfordsville, IN 47933

Phone: (765) 364-6447

Sponsoring Agency: Montgomery County Bar Association

Service/Program Information

Target Population: Low income residents of Montgomery County

Eligibility Requirements: Income and case type guidelines (see program description below).

***Estimate # of persons Served or Impacted:** Unknown

Service Area: Montgomery County

Type of Service/Program: Local Pro Bono program

Service /Program Description:

Members of the Bar Association work as "Attorney of the Week" on a rotational basis out of their own private offices. There is no one address or phone number for Legal Aid. Clients must meet residency requirements (6 months in state, 3 months in county) to be eligible for a legal aid attorney. Cases not handled: Criminal matters, bankruptcies, personal injury, workman's compensation, social security, SSI, small claims actions, probate matters, any uncontested or non-adversarial matter, fee generating cases, domestic issues unless representation is necessary to protect against the immediate threat of violence. Clients can receive a referral to the legal aid attorney from the Clerk

of the Court or by applying with Legal Services.

INCOME GUIDELINES: House Hold (HH) of 1 - \$507 per month
 HH of 2 - \$667
 HH of 3 - \$788
 HH of 4 - \$858 etc.

Participation in Pro Bono Activities and role in plan development:

The Montgomery County Bar Association sponsors the Montgomery County Legal Aid program and has appointed a representative to the District Four committee.

US Census Data for District 4

US Census 2000

County	General Population 2000	Poverty Population 1996*	Hispanic Population 2000
Benton	9,421	750	245
Carroll 20,165	1,250	591	
Clinton 33,866	2,589	2,478	
Fountain	17,945	1,553	190
Montgomery	37,629	2,777	611
Tippecanoe	148,955	12,388	7,834
Warren	8,419	629	37
White	25,267	1,945	1,349
Total	302,667	23,881	13,335

* The data regarding poverty levels from the 2000 census is not available as of yet and will not be available until 2002.